



Permit Center
Building, Fire, Planning & Public Works
One Twin Pines Lane, Suite 110
Belmont, CA 94002
(650) 595 – 7422

ACKNOWLEDGEMENT OF CONSTRUCTION TIME LIMITS

Construction projects that continue for protracted periods of time often result in adverse impacts to the community. Among these negative consequences are long-term noise, loss of on-street parking, and a disproportionate demand on City services relative to the fees paid. As a result, the City has enacted a Construction Time Limits Ordinance (**Chapter 7 of the Belmont Municipal Code, Article XIV. – Time Limits for Completion of Construction, Sec. 7-701 – 7-709**) that establishes a deadline based on construction valuation for projects requiring a building permit. The schedule of deadlines is as follows:

TABLE OF TIME LIMITS

Estimated Value of Construction	Construction Time Limit(months)*
\$0 to \$50,000	9 months
\$50,001 to \$100,000	12 months
\$100,001 to \$500,000	18 months
Greater than \$500,000	24 months

* For landscaping work required by the Planning Commission, the applicant shall have an additional 90 days after the date of final inspection approval of the building permit by the Building Division for the main construction project.

NOTE: Project must have 1st inspection within 180 days of issuance.

In the application process, you have stated a valuation that has been approved by the building official. As per the table above, your project must be finalized by _____ Permit # _____

Construction shall be deemed complete upon the final performance of all construction work, including, but not necessarily limited to, exterior repairs and remodeling, total compliance with all conditions of application approval, and the clearing and cleaning of all construction-related materials and debris from the site. Final inspection and approval of the construction work by the City shall mark the date of construction completion. In the event obtaining an approved final inspection is not possible in the allotted time, extensions are available. However, fees are associated with the extensions as follows:

FEES FOR EXTENSIONS

Extensions	Fee
Initial 6 month extension	\$1,000.00
1st 60 day extension	\$1,000.00
2nd 60 day extension	\$1,500.00
3rd 60 day extension	\$2,000.00

You must apply for the extension within 30 days of expiration of the permit. An inspection by the Building Division is required.

Before a permit will be issued you or your agent is required to sign this *Acknowledgement of Construction Time Limits*, which is evidence that you are **aware of the terms of the permit.**

Property Owner _____ Date: _____

Architect or contractor _____ Date: _____

Please read the back for tips on finishing on time.

TIPS FOR FINISHING ON TIME

- ✓ If you are hiring a contractor, be an informed consumer. Check out the resources available at the Contractor's State Licensing Board. <http://www.cslb.ca.gov/Consumers/>
- ✓ If you are planning to do the work yourself, or act as your own general contractor, get educated and know your limitations. Check out the resources available online.
- ✓ Design a project that is within your budget.
- ✓ Prepare an accurate cost estimate.
- ✓ Make all design decisions during the design stage, not the construction phase.
- ✓ Make as many decisions as possible on finishes, choices of quality, color, etc. in the design stage.
- ✓ Order all your critical materials (such as windows and kitchen cabinets), and have them stored, ready to go, before you start the job.
- ✓ **Wait to pick up your permit until you are ready to get started.**